

Public Health -Seattle & King County  
***Farmers Market Coordinator's 2014 Checklist***

**ANNUAL COORDINATOR'S FEE**

Tier 2 Farmers Market (with only foods exempt from permit) - \$302

Tier 3 Farmers Market (with foods requiring temporary or limited temporary permits) - \$502

**NEW FARMERS MARKET FIELD PLAN REVIEW FEE - \$402**

**RETURN THIS FORM TO HEALTH DEPARTMENT OFFICE THIRTY (30) DAYS BEFORE MARKET START DATE**

*By providing the following information, you will assist in identifying potential problems that might occur during your market. Notify the food booth participants that the Farmers Market Temporary Food Permit application must be received no later than **TWO (2) WEEKS PRIOR TO THE MARKET.***

Available in alternative format upon request pursuant to ADA

Vendors exempt from permit need a copy of their Exemption Form on site.

1. Market Name \_\_\_\_\_ Day of the Week \_\_\_\_\_  
Start Date \_\_\_\_\_ End Date \_\_\_\_\_
2. Market Location \_\_\_\_\_  
New Market Location? \_\_\_\_\_
3. Time of : a. Market set up: \_\_\_\_\_  
b. Market operation: \_\_\_\_\_
4. Market Coordinator/Contact Person:  

<u>Name</u>	<u>Email</u>	<u>Phone #</u>
a. _____	_____	_____
b. _____	_____	_____
5. Attach a list of anticipated food vendors.
6. Food service worker restroom facilities with hot water for handwash are required within 200 feet of booth. Portable hand wash may be approved.  
a. describe: \_\_\_\_\_  
\_\_\_\_\_
7. Location of equipment/utensil washing facilities if provided for food vendors.  
a. describe: \_\_\_\_\_
8. If produce will be sampled produce washing facilities are required and must be available during the time the market is open.  
a. describe: \_\_\_\_\_
9. Location of waste water disposal sink: \_\_\_\_\_

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Date)

**DISTRICT HEALTH CENTERS**

**DOWNTOWN**  
401-5<sup>th</sup> Avenue, Suite 1100  
Seattle, WA 98104  
206-263-9566

**EASTGATE**  
14350 SE Eastgate Way  
Bellevue, WA 98007  
206 296-4932